



Heritage Center Advisory Board Meeting
September 24, 2014

AB Members Present: Judy Baxendale, Brenda Clausen, Charlotte Cox, Kathy Houston, Jenny Martin, Erich Mille, Greg Waldron, Pete Wright, Rod Young

AB Members Absent: none

City Staff Present: Susan Gregory, Director;
April Callaway, Office Administrator Supervisor

Guests Present: none

Call to Order: Erich Mille called the meeting to order at 10:35 a.m. and welcomed everyone.

Minutes: The June 30, 2014 minutes were approved on a motion by Charlotte Cox and seconded by Kathy Houston.

Special Recognition: None

Citizen Comments: None

Committee Reports: None

Unfinished Business:

A. Visit Community Businesses

No businesses reported as being visited. Board would like to continue to keep the visit reports on the agenda as a reminder to continue working on visiting local businesses.

B. Strategic Plan

Thank you Greg for working on consolidating the suggestions generated from the accreditation process. Director Gregory will work on prioritizing and planning the goals and will mail out to the board in a week for review at the next meeting.

New Business:

A. Scholarship

The scholarship committee met and made some suggestions to help with the Center scholarship program. We will try a six-month length for the scholarship from Jan-Jun and July-Dec for one year and determine if it works better than the 12 month term length. Those on scholarship will need to reapply every six months to continue receiving assistance. We will send a letter if the



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scholarship recipient hasn't used their money in 45 days warning that they will be removed from the program and will need to reapply. The subcommittee will review the applications in December.

- B. Participant Fees
Tabled until next board meeting.

Director's Report:

Director Gregory announced that we will be installing a new computer system in December which will have lower software support fees than our current system. Flu shots will be available from 10:00 – 12:00 on Tuesday, October 7th and Oktoberfest is on Thursday, October 23rd. Next month's board meeting time will be changed to 10:00 and board meeting will be scheduled for 1½ hours.

The next regular board meeting will be held on **Wednesday, October 22, 2014 at 10:00 a.m.** There being no further business the meeting adjourned at 11:50 a.m. on a motion by Pete Wright and seconded by Brenda Clausen. Minutes recorded by April Callaway.